



FOR OFFICE USE ONLY

P&Z CASE NO.: _____

DATE SUBMITTED: _____

MASTER PLAN APPLICATION

The following items must be submitted by an established filing deadline date for P & Z Commission consideration.

MINIMUM SUBMITTAL REQUIREMENTS:

- _____ \$400 Filing Fee
- _____ Application completed in full.
- _____ Thirteen (13) folded copies of plan. (A revised mylar original must be submitted after staff review.)
- _____ A copy of the attached checklist with all items checked off or a brief explanation as to why they are not.
- _____ Rezoning Application if zone change is proposed.

Date of Required Preapplication Conference: _____

NAME OF SUBDIVISION _____

SPECIFIED LOCATION OF PROPOSED SUBDIVISION _____

APPLICANT/PROJECT MANAGER'S INFORMATION (Primary Contact for the Project):

Name _____

Street Address _____

City _____ State _____ Zip Code _____

E-Mail Address _____

Phone Number _____ Fax Number _____

PROPERTY OWNER'S INFORMATION:

Name _____

Street Address _____

City _____ State _____ Zip Code _____

E-Mail Address _____

Phone Number _____ Fax Number _____

ARCHITECT OR ENGINEER'S INFORMATION:

Name _____

Street Address _____

City _____ State _____ Zip Code _____

E-Mail Address _____

Phone Number _____ Fax Number _____



SUBMIT APPLICATION AND THIS

MASTER PLAN MINIMUM REQUIREMENTS
(ALL CITY ORDINANCES MUST BE MET)
INCLUDING BUT NOT LIMITED TO THE FOLLOWING:

- ☐ 1. Drawn on 24" x 36" sheet to scale of 100' per inch or larger. Multiple sheets may be required.
- ☐ 2. Vicinity map which includes enough of surrounding area to show general location of subject property in relationship to College Station and its City Limits. No scale required but include north arrow.
- ☐ 3. Title Block with the following information:
 - ☐ Name and address of subdivider, recorded owner, planner, engineer and surveyor.
 - ☐ Proposed name of subdivision.
 - ☐ Date of preparation.
 - ☐ Engineer's scale in feet.
 - ☐ Total area intended to be developed.
- ☐ 4. North Arrow.
- ☐ 5. Subdivision boundary indicated by heavy lines.
- ☐ 6. If more than 1 sheet, an index sheet showing entire subdivision at a scale of 500 feet per inch or larger.
- ☐ 7. Proposed land uses, including but not limited to street rights-of-way.
- ☐ 8. Proposed zoning changes, if applicable.
- ☐ 9. Proposed drainage development, including the location of the 100 Year Floodplain and Floodway, if applicable, according to the most recent available data.
- ☐ 10. Proposed public improvements, including but not limited to parks, schools, and other public facilities.
- ☐ 11. Proposed phasing of future development.
- ☐ 12. Lot corner markers and survey monuments (by symbol) and clearly tied to basic survey data.
- ☐ 13. All proposed ROW locations required to meet the Comprehensive Plan.
- ☐ 14. All proposed Utility Services (Water & Sanitary Sewer) sufficient to meet the Utility Master Plan.